

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting
January 27, 2014**

- PRESENT:** Michael J. Retzky, Chairman
Cynthia J. Chaston, Vice Chairman
David C. DiCicco, Member
Thomas M. Jacob, Member
Matthew M. Toolan, Member
Patricia M. Carey, Director
Karen A. Peirce, Assistant Director
- GUESTS:** Mark Miskin, Needham Soccer Club
Katy Dirks, Needham Community Center
Jo-Anne Ochalla, Needham Community Center
Bob Cohen, Resident
Ted Morgan, Needham Baseball and Softball
Greg Atkinson, Needham Baseball and Softball

Mr. Retzky called the meeting to order at 7:33 PM in the Highland Room at the Needham Town Hall.

- 1. Minutes of Meeting: January 13, 2014:** Mrs. Chaston made a motion to approve the minutes of the January 13, 2014 meeting. Mr. Toolan seconded the motion and it was passed.
- 2. Director's Report:** The Commission reviewed the written report. Ms. Carey shared some additional information regarding Canada Geese and how to prevent them from congregating on fields.
- 3. Assistant Director's Report:** Recreation Supervisor Nicole DiCicco and Ms. Peirce attended the Parent Talk Camp Fair sponsored by Needham Park and Recreation on January 22nd at the Newman School. There were a variety of camps and programs represented and there was a good turnout of parents looking for summer activities for their children. February Vacation week programs are starting to have increased registration with the goal to have all at maximum registration. The Summer Sneak Peak and the February Vacation Week Programs were included in the Commission packets and were given out at the Camp Fair and information was submitted to the local newspapers. Summer staff interviews and summer program planning will begin soon. Five out of six performers have been booked for the Arts in the Parks series.
- 4. Discussion Items**
 - a. **Town-Wide Facilities Study:** The Commissioners attended the Town-Wide Facilities Study Visioning Session for members of Town boards prior to the Commission meeting.

- b. **Soccer Club: Memorial Day Weekend Tournament:** Mark Miskin, Executive Director of the Needham Soccer Club was invited to the meeting to discuss the Memorial Day Soccer Tournament hosted by the Needham Soccer Club. The Tournament is one of the largest in North America. Mr. Retzky reviewed the new fee structure for groups using fields for tournaments, \$250 per day under 4 hours for grass fields and \$500 under 4 hours for synthetic fields. Ms. Carey noted that the policy was primarily for out-of-town organizations, and that the Soccer Club's tournament wasn't fully addressed in the policy. Mr. Miskin noted that the Tournament uses 10 Needham fields and the Needham Soccer Club makes a donation to the Park and Recreation Department to support the Town. As a non-profit organization making a donation is part of their mission. Mr. Retzky noted that the Commission needs to follow the new field use policy which could double the amount of the current donation. Mr. Miskin noted that there was a period of time when the Soccer Club was paying for the Field of Dreams project and a donation was not made to Park and Recreation after the Tournament. He also indicated that the Soccer Club has partnered with other Town and High School projects, such as donating the funds to purchase covers for goal mouth areas. Mr. Miskin and Ms. Carey will meet to outline the actual hours used for the Tournament and list the projects in Town that are funded through proceeds from the Tournament. The Park and Recreation Commission will review the fees and vote on how to proceed at a future meeting.
- c. **School Feasibility Study:** Ms. Carey did not have new information to report.
- d. **Rosemary Pool Study:** The final report is not available but it should be ready by the end of the month. The Commissioners would like to devote one meeting solely for the purpose of discussing the Rosemary Pool report. A date for that meeting will be determined but will likely be February 10 or 24.. Jo-Anne Ochalla from the Needham Community Center Committee indicated that community groups would be very supportive of having program space available as an option at the Rosemary Pool Complex.
- e. **Board of Health: Concussions:** Ms. Carey shared the original draft questionnaire from the Health Department along with her additions and suggestions for changes. Mr. DiCicco spoke to some of the youth sports group leaders and they would like to see Park and Recreation take the lead to help get volunteers and coaches educated and certified in concussion training. Ms. Carey explained the CDC has an online training module that could train sports representatives who could in turn train the volunteers and coaches. Ms. Carey will get some clarification on some of the questions and send her additions and changes to the Health Department.
- f. **Spring/Summer Field Scheduling: Special Event Request:** Ms Carey reported most of the field request applications have been submitted but she is waiting on a few more that are late. She is waiting for the YMCA to submit a report outlining how they hope

to have use of Greene's Field for all of their programs, which was requested to be submitted by late November. A new program called Bay State Hooks Baseball Club was looking for field space but now they are working with Needham Baseball and Softball and will be part of their program. Ms. Carey reminded Needham Baseball and Softball President Greg Atkinson that whenever the Bay State Hooks are scheduled on a Needham Field there must be a Needham representative present at all times.

- g. **Fundraising Signs at Parks:** Mr. Retzky stated that the Commission has a policy of no signs at parks. Mr. Atkinson and Ted Morgan of Needham Baseball and Softball would like to have sponsor signs to raise more revenue for the program without raising the registration fees. They would like to sell sponsorship signs to be hung at Mills and Small Field fences. Mr. Retzky noted that if Baseball/Softball were to be given permission, other groups would want to follow and have sponsor signs for their organization. He indicated the Commissioners will review the sign by-law and zoning rules and if they choose to recommend changes to the policy they will open a discussions with other Town officials to get information on what can legally be approved.
- h. **Newman/Eastman Conservation Project:** Ms. Carey reported the Town is close to hiring a consultant to design the renovations to the two areas at Newman.
- i. **FY'15 Operating/Capital Budgets:** Ms. Carey announced the Park and Recreation budget will be reviewed at the next Finance Committee meeting to be held on January 29, 2014. The Town Manager budget recommendation fully funds the Park and Recreation request, including the additional funds in the DSR-4 request.
- j. **Harold J.A. Street, III Trust:** The Commissioners discussed purchasing trail amenities with funds from the Harold J.A. Street III Trust such as trail kiosks and signs. One suggestion was to have a Big Belly trash receptacle at the fields. Ms. Carey will research the Big Belly product and have the information available at an upcoming meeting. Ms. Peirce will review different options for kiosks, and she and Ms. Carey will present information at an upcoming meeting.

5. Action Items

- a. **Special Event Requests: Soccer Club:** Mrs. Chaston made a motion to approve the request from the Needham Soccer Club to host an August 2014 Soccer Club Clinic with specific dates and times to be worked out with the Park and Recreation Director. The motion was seconded by Mr. Jacob. The motion was passed unanimously.
- b. **Special Event Requests: Track Club:** Mr. Jacob made a motion to approve the following requests from the Needham Track Club:
Great Bear Run- Sunday, May 18th 12:00PM – 1:15PM at Pollard Field

Needham All-Star Meet- Wednesday, July 2nd 2:30PM -8:30PM at the Track, Conroy and Founders Fields.

Needham Youth Classic- Friday, July 25th 2:00PM-8:00PM & Saturday, July 26th 7:00AM – 6:00PM at the Track, Conroy and Founders Fields. The motion was seconded by Mr. DiCicco. The motion was passed unanimously.

6. Topics for Future Agendas: Ms. Carey will invite the dog park group to a February meeting.

7. Adjournment: Mr. Jacob made a motion to adjourn the meeting at 9:44 PM. The motion was seconded by Mrs. Chaston and the meeting adjourned at 9:44 PM.

Respectfully submitted,

Karen A. Peirce, CPRP
Assistant Director